

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**June 5, 2007 MINUTES**

On Tuesday, June 5, 2007, a meeting of the Board of Madison County Commissioners came to order at 9:30 a.m. with Commissioners David Schulz, Lewis Stahl and Jim Hart present.

Lewis Stahl moved to approve the May 29, 2007 minutes as read. Jim Hart seconded the motion. All voted aye and the motion carried.

Those people in attendance at the meeting were Vicki Tilstra, Karen Brown, Frank Ford, Chris Mumme, Dave Schenk, Jill Steele, MaryAnn O'Malley, Carmen Hill, Jeff Schlitzkus, Anna Cossel, Emelia McEwen, Rick Schlenker, and Jason Davis.

**Airports:** Jim Hart moved to approve and send a letter to Eisinger Motors requesting payment for snow plowing and sweeping costs incurred at the Ennis Airport because the truck ordered from them did not arrive within the contracted time frame. Lewis Stahl seconded the motion. All voted aye and the motion carried.

Jim Hart moved to approve Task Order Number Fifteen, Agreement to furnish engineering services to Madison County for Improvements to the Big Sky (Ennis) Airport, New Weather Reporting Equipment, between Robert Peccia & Associates and Madison County. Lewis Stahl seconded the motion. All voted aye and the motion carried.

Jim Hart moved to approve Reimbursement Request Number One, Project Number 06-03.000, Grant Number AIP 3-30-0090-009-2007, for Big Sky (Ennis) Airport Improvements (90-008), Snow Removal Equipment Building, in the amount of \$109,815.00. Lewis Stahl seconded the motion. All voted aye and the motion carried.

Jim Hart moved to approve Reimbursement Request Number Two, Project Number 06-03.000, Grant Number AIP 3-30-0090-008-2006, for Big Sky (Ennis) Airport Improvements (90-008), Weather Reporting Equipment, in the amount of \$25,157.00. Lewis Stahl seconded the motion. All voted aye and the motion carried.

Lewis Stahl moved to approve Task Order Number Ten, Agreement to furnish engineering services to Madison County for Improvements to the Twin Bridges Airport, New Weather Reporting Equipment, between Robert Peccia & Associates and Madison County. Jim Hart seconded the motion. All voted aye and the motion carried.

Lewis Stahl moved to approve Reimbursement Request Number Two, Project Number 03-08.100, Grant Number AIP 3-30-0080-007-2006, for Twin Bridges Airport Improvements, Weather Reporting Equipment, in the amount of \$76,179.00. Jim Hart seconded the motion. All voted aye and the motion carried.

**Crow King RID:** The Board discussed the progress of identifying the extra lot in Crow King RID. Jim Hart will contact Gaston Engineering for advice.

**Journal Vouchers:** Lewis Stahl moved to approve Journal Vouchers for the 5/07 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

**Board Appointments:** Lewis Stahl moved to appoint Dianne Todd to the Pioneer Cemetery Board for a three year term that will expire on December 31, 2010. Jim Hart seconded the motion. All voted aye and the motion carried.

**Madison Valley Manor Administrator Position:** The Board discussed candidates for the administrator of the Madison Valley Manor. The board will call references. Also discussed were accommodations for travelers.

**Maternal and Child Health Care Contracts:** Per recommendation of Jill Steele, Public Health Administrator, Jim Hart moved to approve Task Order Number 08-07-5-01-028-0 to the Madison County master contract that covers the period of July 1, 2005, through June 30, 2012, for Maternal and Child Health Services, between the Montana Department of Public Health and Human Services and Madison County, for the purpose of committing the Contractor to provide the health related services required by this task order, beginning July 1, 2007 and being completed by June 30, 2008. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Liability Fund:** Vicki Tilstra, Bookkeeper, met with the Board to discuss the possibility of setting up a liability fund to fund payoff of vacation and sick leave for employees that are retiring or leaving employment with Madison County. Per recommendation of the Bookkeeper, Jim Hart moved to set up an interest bearing Compensation Liability Fund in the amount of three mills, transferred from the General Fund, based on Fiscal Year 2007-2008 mill values and re-evaluated annually. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Ennis Road Crew Temporary Position:** Jim Hart moved to advertise for a temporary road crew position in Ennis. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Deputy Fire Warden Appointment:** Karen Brown, GIS/IT, Frank Ford, Public Safety Communications Coordinator Chris Mumme, Director of Emergency Management, and Dave Schenk, Sheriff, were present for this portion of the meeting to discuss the need for an assistant fire warden in the event that the Sheriff is called away for other duties. Lewis Stahl moved to approve Resolution 15-2007, a resolution appointing Christopher W. Mumme as Deputy Fire Warden. Jim Hart seconded the motion. All voted aye and the motion carried.

**Public Safety Communications Coordinator Contract Extension:** Frank Ford, Public Safety Communications Coordinator, met with the Board to discuss an extension to the contract for the coordination of communication needs. Jim Hart moved to approve the Professional Services Contract Extension between Madison County and Independent Consulting, dated June 5, 2007, for the purpose of facilitating the enhancement of communication needs in Madison County. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Communications Coordinator Position:** Frank Ford, Public Safety Communications Coordinator, Chris Mumme, Director of Emergency Management, Dave Schenk, Sheriff, and Karen Brown, GIS/IT, met with the Board to discuss the Madison County Wireless Communications Plan which was approved in concept with consideration to differences regarding a coordinator to oversee all communications in the County. Frank Ford suggested that plan be implemented with the exception that dispatch not be included in the new department at the present time. The board concurred with the suggestion. Frank will put together a job description and budget for a three-quarter time position to implement the plan.

**MACo On-Track Safety Program:** Emelia McEwen, MACo Risk Control Specialist, presented the MACo On-Track Safety Program to the Board and to members of the Safety Committee. Those present for this portion of the meeting were Jill Steeley, Public Health Administrator, Karen Brown, GIS/IT, MaryAnn O'Malley, Justice of the Peace, Carmen Hill, Detention Officer, Vicki Tilstra, Bookkeeper, and Jeff Schlitzkus and Anna Cossel, HUB International Insurance. Emelia outlined the recommended steps in creating a safety program and suggested that a safety coordinator be designated by the Safety Committee. She stated that an insurance agent could be designated as the coordinator. Anna Cossel stated that HUB Insurance has contracted with Putnam and Associates, a company that specializes in this type of safety programs and training. Anna will contact Putnam and request that a representative attend the next Madison County Safety Committee meeting to give a more detailed description of their program.

Commissioner Lewis Stahl left the meeting at this time to attend a meeting regarding a road in Bear Gulch.

**Building Project:** Rick Schlenker and Jason Davis, Schlenker and McKittrick Architects, and Sheri Jarvis, Building Project Information Coordinator, met with the Board to discuss the Law and Justice Center/Courthouse Expansion project. Rick Schlenker and Jason Davis interviewed each office to re-evaluate space requirements. They reported to the Board that most offices indicated that they did not need more office space than was previously requested, but did not have room to reduce space needs. All departments reemphasized the need for storage space. Other topics discussed were moving the dispatch portion of the Sheriff's Department to a different location, reducing the number of cells in the jail portion of the building, and scheduling an Archeological Study for the property. The Board will schedule another meeting with SMA for June 22, 2007.

**Extension Update:** Cameron Clark, Madison and Jefferson County Extension Agent, updated the Board on the activities in his department. Also discussed was the possible need for a separate extension agent in both Madison and Jefferson Counties.

**Compensation Board Meeting:** The Board drew names and selected Dave Schenk, Sheriff, MaryAnn O'Malley, Justice of the Peace, and Shelly Burke, Treasurer, as the elected official members of this year's compensation board and will try to schedule the first meeting for June 15, 2007, at 2:30 p.m.

**IGT Agreements:** Jim Hart moved to approve the State of Montana Intergovernmental Transfer of Monies, between the Montana Department of Public Health and Human Services, Senior and Long Term Care Division and Madison County in the amount of \$153,486.50 for the Madison Valley Manor and \$132,808.08 for the Tobacco Root Mountain Care Center. David Schulz seconded the motion. All voted aye and the motion carried.

With no further business the meeting was adjourned at 5:50 p.m.

Commissioner's Meeting – June 5, 2007

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David Schulz, Chairman  
Board of Madison County Commissioners

Date Approved: June 12, 2007

Minutes prepared by:

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Laurie Buyan, Administrative Assistant

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Peggy Kaatz, Clerk and Recorder, Madison County